

MEETING MINUTES
City Council, City Of Quitman
Wednesday, January 8, 2014; 6:30 PM
City Council Chambers, City Hall – 401 E Goode Street; Quitman, Texas

COUNCIL PRESENT: J.R. Evans, Mayor; Toni Cole, Mayor Pro-Tem; David Dobbs, Alderman; Randy Dunn, Alderman; Larry Crow, Alderman; and Arnie Spiers, Alderman

STAFF PRESENT: Meri Joy Brightwell, Assistant City Secretary; Mike Hall, City Secretary / Administrator; and Jim McLeroy, City Attorney

This meeting was conducted jointly with the Quitman Development Corporation Board of Directors, which will has a separate set of minutes recording action by their Board.

QDC BOARD PRESENT (not including Council also on Board): Randal Bennett, President; Martha Scroggins, Member; Kevin Burroughs, Member.

Evans called the meeting to order at 6:35 PM.

Evans gave an invocation and led the pledge.

Item 1 – Reschedule January Regular City Council Meeting

Evans explained that although the January meeting had previously been rescheduled to January 23rd to provide additional time for financial reporting due to the timing of the first of the month that the Greater Quitman Area Chamber of Commerce Annual Membership Banquet was scheduled for 6:00 PM the same evening. He introduced an ordinance which would reschedule the meeting for 4:30 PM on the same day, which he state should provide sufficient time for the items that were so far foreseen coming to the Council.

Cole made a motion to pass the ordinance, Crow seconded the motion which passed unanimously.

Item 2 – Staffing / Reorganization

Evans explained that Hall had provided the City and QDC with notice of resignation on December 24th to become effective February 6th. He noted that Hall would serve in some capacity through the 2/6/14 timeframe providing presence in the office according to an agreed upon schedule and using vacation when not in the office, but being available by cell phone and email throughout the timeframe. Evans assured members that he and Hall had met regarding ongoing and outstanding projects to provide for a smooth transition prior to Hall's departure.

Evans noted the purpose of the combined meeting was to provide an opportunity to discuss the unique arrangement of the combined role Hall served as both City Secretary-Administrator and Executive Director of the QDC. Hall began serving in the role since June 2011 with the departure of Charlie Thompson from the QDC as a means to provide staffing for the organization without extensive cost. At the same time, supervision of department heads was shifted from the City Secretary-Administrator to the Mayor as a part of reorganization.

There was discussion about the negative impacts of such a combined role due to the conflicting nature of the positions where the City role generally necessitated a consistent presence in the office for citizen support while the QDC role needed to be more actively about in the community for business assistance and outside the community in business recruitment. There was general consensus among the Council and QDC Board to no longer continue with the combined roles.

The QDC Board adjourned and members of the QDC Board not also members of the Council left at 7:38PM.

There was discussion about the several appointive positions held by Hall which include: City Secretary, City Treasurer, City Building Official, City Zoning Official, and Floodplain Administrator. Evans proposed making interim appointments to the varying roles for up to 90 days while the City determined an appropriate position role and description, advertised for applicants, and evaluated potential long-term selectees. He suggested that Assistant City Secretary Meri Joy Brightwell could be appointed as interim City Secretary and interim City Treasurer, Planning and Zoning Chairman Bill Beech could be appointed as interim Zoning Official and interim Building Official, and Fire/Safety Administrator Gary Simpkins could be appointed as interim Floodplain Administrator (since Simpkins had previously attended training for such with Hall.) There was general consensus to proceed in this fashion with such appointments to come before the Council at their regular January meeting.

A committee was formed to establish a position description, seek applicants and review potential selectees. The committee consisted of Evans, Cole, and Dobbs. Hall agreed to assistance in establishing the description and advertise the position.

Adjournment

Dunn made a motion to adjourn, Spiers seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:20 PM.

I HEREBY CERTIFY THAT THESE MINUTES ARE A TRUE AND CORRECT RECORD OF THE ITEMS CONSIDERED AND ACTION TAKEN AT THIS MEETING AND THAT THESE MINUTES HAVE BEEN APPROVED AS TRUE AND CORRECT AND THAT AN EXECUTED COPY IS ON FILE WITH THIS OFFICE.



MICHAEL E. HALL
CITY SECRETARY-ADMINISTRATOR